

May 2006

## **Biennial Review of Academic Enrollments, Programs, and Locations**

This is an informational report for the members of the Higher Education Coordinating Board. No board action is required at this time.

### **Overview**

The Higher Education Coordinating Board (HECB) is charged with overseeing state higher education resources. A key aspect of this role is the planning and coordination of academic programs and off-campus facilities, including teaching sites and centers.

The 2004 Strategic Master Plan for Higher Education called for the development of new planning tools and the integration of previously separate approval processes for new degree programs, and the approval of purchases and leases of major off-campus facilities.

In September 2005, the board approved a revised framework for the approval of new degree programs, the creation of off-campus teaching sites and centers, and assessment and reporting requirements for new and existing programs offered by the six public baccalaureate institutions. The *Program and Facility Policies and Procedures* outlines the framework in detail.

Institutions must demonstrate that their proposed new programs and/or facilities respond to the *State and Regional Needs Assessment* and that the proposed programs are aligned with or implement the 2004 Strategic Master Plan for Higher Education. Board approval is based on evidence that the program or off-campus facility is likely to:

- Support the unique role and mission of the institution(s);
- Foster high-quality programs that enable students to complete their studies in a reasonable amount of time;
- Meet state and/or regional student, employer, and community needs;
- Provide access for diverse student populations;
- Demonstrate that the need is commensurate with the costs to be incurred and represents an effective use of fiscal resources; and
- Be free from unnecessary program duplication.

## **Reporting Requirements**

On a biennial basis, the institutions are required to report to the board on the enrollment success of new programs and off-campus programs. The reports include a review of the status of new degree and certificate programs initiated within the previous five-year period, and current degree and certificate programs offered at off-campus locations. In addition, the reports outline key academic planning activities that are not subject to board approval, such as the renaming of programs. The HECB also requires the institutions to review each continuing degree program on a cycle adopted by the institution (e.g., every five, seven, or ten years) and report to the HECB. These reviews will be the subject of a separate report to the board.

### **New Program Enrollments**

The report on enrollments in new degree programs covers programs that began enrolling students between 2000 and 2005. The reports detail enrollments in 103 new programs. The programs enrolled a total of 2991 FTE students. Appendix B provides a detailed breakdown of the reported enrollments.

### **Off-Campus Enrollments**

The public baccalaureate institutions enrolled a total of 4793 students at various off-campus sites or centers (not including branch campus enrollments). Students enrolled in off-campus programs generally are enrolled in state funded programs; however, a significant portion of enrollments are self-sustaining, meaning the institution does not receive state enrollment funds to support these programs. Enrollments in off-campus programs account for 5.25 percent of the average annual enrollments at the public baccalaureate institutions in 2004-2005. More detail on the off-campus enrollments is provided in a companion report and recommendation on classification of off-campus teaching facilities.

### **Planned Programs/Program Changes**

Institutions also report substantive program and facility changes, including renamed programs, renamed teaching sites and centers, new degree options and minors, eliminated programs, and programs for which the planning authorization has sunset. During the period of this review, the public baccalaureate institutions eliminated or suspended 46 programs. As required by HECB policy and the Northwest Commission on Colleges and Universities (NWCCU), students enrolled in the programs have been provided options to complete their programs in a timely manner and with a minimum of disruption. Key program changes are detailed in Appendix D.

## Appendix A

## Program Approval Activity

(note: programs listed in italics were not included in the 2005-2007 program plans)

Institution	Program	Location	Status
<b>CWU</b>	BAS Food Service Management	SeaTac, Lynnwood	Approved 05-25
	BS Geography	Ellensburg	
	BAS Industrial Technology	<i>Ellensburg</i> , SeaTac, Lynnwood	Approved 04-29
	MA Visual Arts: Teaching	Ellensburg	
	MEd Education & Linguistic Diversity <i>Revised name, "Inclusiveness Teaching Strategies"</i>	Ellensburg	Approved 04-25
	<i>ADDITION: BAS Safety and Health Management</i>	<i>Ellensburg, SeaTac, Lynnwood</i>	<i>Approved 04-28</i>
<b>EWU</b>	BA Women's Studies	Cheney	Approved 06-04
	<i>BS Electrical Engineering</i>	<i>Spokane Riverpoint</i>	<i>Approved 04-07</i>
	<i>M Occupational Therapy</i>	<i>? Cheney ?</i>	<i>Approved 04-03</i>
<b>TESC</b>	No New Programs Planned for 2005-2007		
<b>UW</b>	BA Geographic Information Systems & Cartography	Tacoma	
	BA Responsive Citizenship	Seattle	
	BA Urban & Regional Planning	Tacoma	
	<i>ADDITION: BA Computing and Software Systems</i>	<i>Tacoma</i>	<i>Approved 06-02</i>
	BS Embedded Computer Engineering Systems	Tacoma	
	<i>BFA Digital Arts and Experimental Media</i>	<i>Seattle</i>	<i>Approved 04-06</i>
	M Rehabilitation Counseling	Seattle	
	M Teaching	Tacoma	
	MA Cultural Studies	Bothell	Approved 06-01
	MS Computational Molecular Biology	Seattle	
	MS Embedded Computer Engineering Systems	Tacoma	
	MS Medical Education & Informatics	Seattle	
	D Library & Information Management	Seattle	
	PhD Computational Molecular Biology	Seattle	
	PhD Public Policy & Management	Seattle	Approved 06-07
<b>WSU</b>	BA Linguistics	Pullman	
	<i>BA Professional Development</i>	<i>Spokane</i>	<i>Approved 04-11</i>

	<i>BS Exercise Physiology and Metabolism</i>	<i>Spokane</i>	<i>Approved 04-12</i>
	<i>MS Computer Engineering</i>	<i>Pullman</i>	<i>Approved 04-13</i>
	<i>D Audiology</i>	<i>Spokane</i>	<i>Approved 04-14</i>
	<i>Ed.D. School Administrators (extension of Pullman program).</i>	<i>Statewide / Distance</i>	<i>Approved 04-31</i>
	<i>Ph.D. Criminal Justice</i>	<i>Pullman</i>	<i>Approved 04-15</i>
	<i>Ph.D. Design</i>	<i>Interdisciplinary Design Institute Spokane</i>	<i>Approved 04-05</i>
	PhD Health Policy & Administration	Pullman, Spokane	
	PhD Nursing	Spokane, Distance Education	
<b>WWU</b>	MEd Advanced Classroom Practice	Bellingham	Approved 04-09
	MEd Continuing & College Education	Bellingham & Everett	Approved 04-10
	MS Marine & Estuarine Science	Bellingham	

## Appendix B

**New Program Enrollments**  
**(Programs Approved Past 5 Years)**

<b>Institution</b>	<b>Program</b>	<b>2004-05 Enrollment</b>
Central Washington University	7 Baccalaureate	57
	1 Master's	Begins Fall 05
Eastern Washington University	4 Baccalaureate	133
	4 Certificates (3 New with no enrollment)	4
	1 Master's	6
	1 Doctorate	152
The Evergreen State College	No New Programs	
The University of Washington	13 Baccalaureate	644
	1 Certificate	32
	19 Master's	645
	11 Doctorate	293
Washington State University	20 Baccalaureate	431
	10 Master's	137
	5 Doctoral (2 enrolling students)	30
Western Washington University	4 Baccalaureate	385
	2 Master's	41
<b>Total New Programs</b>	<b>48 Baccalaureate</b>	<b>1,651</b>
	<b>5 Certificate (not all certificate programs report)</b>	<b>36</b>
	<b>33 Master's</b>	<b>830</b>
	<b>17 Doctorate</b>	<b>474</b>

## Appendix C

## Off-Campus Program Enrollments

<b>Institution</b>	<b>Sites</b>	<b>Programs</b>	<b>FTE Fall 2005</b>
Central Washington University	2 Centers, 4 Teaching Sites	12 Programs delivered to multiple sites and/or centers	963
Eastern Washington University	1 Center, 10 Teaching Sites	23 Programs delivered to multiple sites and/or the center	1075
The Evergreen State College	1 Center, 6 Teaching Sites	2 Programs delivered to multiple sites and the center	286
The University of Washington	None		n/a
Washington State University	1 Center, 9 Teaching Sites	14 programs delivered to multiple sites and/or the center.	1742*
Western Washington University	10 Teaching Sites	14 programs delivered to multiple sites	726
<b>Total Off Campus Enrollments</b>			<b>4793</b>
* includes fall 2005 enrollment for Spokane center			

## Appendix D

## Planned Programs/Program Changes

Institution	Planning Activity	Program Effected
Central Washington University	Renamed Programs	6
	New Specializations	5
	Eliminated Programs	10
Eastern Washington University	Renamed Programs	-
	New Specializations	-
	Eliminated Programs	-
The Evergreen State College	Renamed Programs	
	New Specializations	
	Eliminated Programs	
The University of Washington	Renamed Programs	2
	New Specializations	0
	Eliminated Programs	0
Washington State University	Renamed Programs	4
	New Specializations	10
	Eliminated Programs	34 (including options)
Western Washington University	Renamed Programs	6
	New Specializations	8
	Eliminated Programs	2
<b>Total Program Changes</b>	Renamed Programs	<b>18</b>
	New Specializations	<b>23</b>
	Eliminated Programs	<b>46</b>



**May 2006**

## **Classification of Off-campus Teaching Sites Information Item**

The Higher Education Coordinating Board is charged with the oversight and coordination of the state's higher education resources. Consistent with legislation and the 2004 Strategic Master Plan for Higher Education, the HECB is in the process of implementing policy for the approval of the establishment of new teaching sites, centers, or campuses by the public baccalaureate institutions. As part of this implementation process and in accordance with the *Program and Facility Approval Policies and Procedures*, the board is being asked to review proposed classifications of existing off-campus teaching facilities.

This report is for information only; no board action is required at this time. The classification of a given site has implications for capital planning and for the provision of student and academic services. The board will be asked to approve classifications of existing teaching sites at the July 2006 meeting.

### **Overview**

In September 2005, the HECB approved policies and procedures, which established a means for the orderly growth of off-campus teaching sites and centers. The board's policy recognizes that new instructional sites may develop in various ways. Instructional sites are classified according to a number of factors, including size, program array, and the level of service provided to students. Off-campus teaching facilities generally may be classified into one of three categories: 1) a teaching site, 2) a center, or 3) a system campus or four-year college or university.

Development of a new teaching facility may begin at any of these points. For example, institutional planning may call for the institution to develop an off-campus center without beginning as a teaching site. The institution may have no plans to grow the center into a system campus.



## Definition of Off-campus Teaching Sites

### Teaching Site

A teaching site may be a temporary teaching site dedicated to a limited number of degree or certificate program offerings and/or students. Typically, a teaching site would enroll fewer than 150 students in no more than three distinct degree programs.

An institution must make reasonable and appropriate provisions for student services to ensure that students have access to all resources and information required to support their academic programs. In addition, students must have access to academic resources including faculty, a library, technology resources, and laboratory space needed to meet program requirements.

An institution may not acquire property by purchase, gift, or other means for the purpose of establishing a teaching site.

### Center

The development of a higher education center or consortium represents a significant long-term investment of public resources. Consequently, the board considers these developments to ensure that they are an efficient use of state resources; are appropriate to the role and mission of the institution(s); and provide for appropriate student, faculty, and staff support to ensure program quality.

A higher education center may be organized as a multi-institutional teaching entity or as a single university/college enterprise. Centers are often located on community college campuses. Centers may include agreements in which an institution brings in programs offered by another institution (e.g., a public or independent Washington institution and/or an institution outside Washington). Centers also may include co-location of two-year and four-year institutions or multiple four-year institutions sharing an off-campus site.

Typically, a higher education center would enroll students in multiple degree programs (two or more). Centers vary in size, but typically would enroll between 150 and 1,500 students.

Centers, relative to teaching sites, provide more extensive on-site student services and resources appropriate for a larger number of students. The governance structure of the center is at the discretion of the home institution and is consistent with policies at the “main” campus and other centers operated by the institution.

### System Campus or New Four-year College or University

Establishing a new four-year college or university campus represents a substantial investment of state resources and requires significant planning. Prior to consideration for

creation of or transition to a four-year college, an institution may first operate as a center or branch campus to ensure that student, employer, and community demand exists.

Through the legislative process, the legislature and governor have the sole authority to establish system campuses or new four-year colleges or universities. The branch campuses operated by the University of Washington and Washington State University are classified as “system campuses” with the authority to offer major lines of study and types and levels of degrees authorized by law under RCW 28B.45.

The HECB may recommend to the legislature the creation of a new four-year institution or a change in status of an existing institution in response to student, employer, and community demand. A study of the feasibility for such an institution may be initiated by the board, an institution wishing a review of its status, or the legislature.

The HECB or an institution or consortium of institutions, in consultation with the HECB, must conduct a regional needs and feasibility study to determine the need for and scope of a proposed new four-year institution or campus.

### **Classification Procedure**

The proposed classifications reflect consideration of a range of factors, including the size of the teaching site in terms of enrollments, program array, and capital; the capacity to provide local services to students and faculty; and the presence of a long-term commitment to serving students in the area.

A listing of existing off-campus teaching facilities with the proposed classifications is provided in Appendix A. These classifications will be reviewed with the institutions and circulated throughout the Washington higher education system for comment prior to board action in July.

## Appendix A

## Proposed Classification of Existing Off-Campus Teaching Facilities

<b>Institution</b>	<b>Site</b>	<b>Program Array</b>	<b>Enrollments (2004-05 FTE)</b>	<b>Proposed Classificatio n</b>
Central Washington University	Des Moines	5 Bachelor's and 3 Master's programs	484.9	Center
Central Washington University	Lynnwood	6 Bachelor's and 1 Master's	356.3	Center
Central Washington University	Moses Lake	1 Master's	2.9	Teaching Site
Central Washington University	Pierce County	2 Bachelor's	48.7	Teaching Site
Central Washington University	Wenatchee	1 Bachelor's and 1 Master's	22.2	Teaching Site
Central Washington University	Yakima	2 Bachelor's	48.3	Teaching Site
Eastern Washington University	Bellevue	3 Bachelor's	26.3	Teaching Site
Eastern Washington University	Everett	1 Master's	60.9	Teaching Site
Eastern Washington University	Kent	1 Master's	41.4	Teaching Site
Eastern Washington University	Lakewood (Pierce College)	1 Bachelor's	19	Teaching Site
Eastern Washington University	Moses Lake	1 Master's	8.2	Teaching Site
Eastern Washington University	Seattle (Shoreline CC)	1 Bachelor's	12	Teaching Site
Eastern Washington University	Seattle (South Seattle CC)	1 Master's	3	Teaching Site
Eastern Washington University	Spokane	5 Bachelor's, 11 Master's, 1 Doctorate, 1 Grad Certificate	808.1	Center
Eastern Washington University	Vancouver	1 Master's	44	Teaching Site
Eastern Washington University	Vancouver (Clark College)	2 Bachelor's	30.3	Teaching Site
Eastern Washington University	Yakima	1 Master's	22	Teaching Site
The Evergreen State College	Tacoma	BA or BS	230	Center
The Evergreen State College	Muckleshoot	BA or BS	13.3	Teaching Site
The Evergreen State College	Nisqually	BA or BS	5.6	Teaching Site
The Evergreen State College	Port Gamble/S'Kl	BA or BS	10.9	Teaching Site

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The Evergreen State College	Quinault	BA or BS	12.5	Teaching Site
The Evergreen State College	Skokomish	BA or BS	4.5	Teaching Site
The Evergreen State College	Greys Harbor	BA or BS	9.4	Teaching Site
University of Washington	None			
Washington State University	Aberdeen	1 Bachelor's	77.5 (includes enrollments at Centralia and Longview)	Teaching Site
Washington State University	Centralia	1 Bachelor's	See Aberdeen	Teaching Site
Washington State University	Longview	1 Bachelor's and 1 Graduate Certificate	See Aberdeen and Everett	Teaching Site
Washington State University	Everett	1 Graduate Certificate and 1 Master's	21 (includes enrollments at Longview, Puyallup, Wenatchee, and Renton)	Teaching Site
Washington State University	Puyallup	1 Graduate Certificate	See Everett	Teaching Site
Washington State University	Renton	1 Master's	See Everett	Teaching Site
Washington State University	Walla Walla	1 Bachelor's and 1 Master's	92.8 (Also includes enrollments at Wenatchee and Yakima)	Teaching Site
Washington State University	Yakima	1 Bachelor's and 1 Master's	See Walla Walla	Teaching Site
Washington State University	Wenatchee	1 Bachelor's, 1 Graduate Certificate, and 1 Master's	5.2 also see Everett and Walla Walla	Teaching Site
Washington State University	Spokane	4 Bachelor's, 12 Master's, 6 Certificates, and 2 Doctorates	710.7*	Center
Washington State University	Various / Non-Site Specific	8 Bachelor's, 1 Graduate Certificate, 2 Master's, and 1 Doctorate	830.3	N/A
Western Washington University	Anacortes	1 Master's (closed)	5.8	Teaching Site
	Bellingham	1 Bachelor's, 3 Certificates, and 1 Master's	116.9	Teaching Site
	Bremerton	2 Bachelor's and 1 Master's	104.7	Teaching Site
	Bremerton / Poulsbo	2 Bachelor's	13.4	Teaching Site
	Everett	2 Bachelor's, 1 Certificate, and 1 Master's	144.9	Center
	Mt. Lake Terrace	1 Certificate, 1 Master's	33.8	Teaching Site
	Oak Harbor	1 Bachelor's	32.8	Teaching Site
	Port Angeles	3 Bachelor's	2.2	Teaching Site
	Seattle	1 Bachelor's and 1	82.5	Teaching Site

		Master's		
	Shoreline	1 Bachelor's and 1 Master's	71.7	Teaching Site
Multi Institution Centers				
Riverpoint Center	Spokane	Washington State University and Eastern Washington University	1518.8 (some enrollments at other Spokane locations being moved to Riverpoint).	Center
Deccio Center	Yakima	Washington State University and Central Washington University		Center
Everett University Center	Everett	Everett Community College, Western Washington University, University of Washington, Bothell, Washington State University	Newly Restructured. Approximately 226 FTE delivered at sites in Everett currently; 250 Funded FTE for Fall 2006	Center
* WSU Spokane Enrollments based on Fall 2005 enrollments reported by OFM				